

## **SPECIAL SERVICES ADVISORY COMMITTEE MINUTES**

February 17, 2011  
Waukesha County DHHS – Brookfield Room  
12:00 – 1:30 P.M.

**Members Present:** Jennifer Cera, Don Daniels, Kim Emmer, Lisa Fusco (new member), Nichole Hunkins, Patrick Jauquet, Jesus Mireles, Trisha Nepper, Teri O'Grady, Ann Shurte, Bonnie Siegel, Tracey Stanislawski and Kate Wallenslager

**Visitors Present:** Tina Kasper, Elsa Gonzales

**Guest Presenter:** Jennifer Carriveau

**Members Absent:** Eve Altizer, Kristen Brost, Deb DeMaster, Fatma Demirbilek, Kathy Evans, Dennis Farrell, Sharon Fliess, Mary Jo Foye, MaryAnn Jensen, Mary Beth Jezo-Sywulka, Pam Klintner, Missy Kueht-Becker, Sherry Perez, Ken & Julie Perkins, Christine Ramlow, Heidi Schludt, Jeanne Siegenthaler, Vickie Smith, Lora Sullivan and, Cheri Sylla, Julie Turkoske, Erin Zellmer

### **Agenda Item #1 - Introductions:**

Members introduced themselves and their role (parent or professional).

### **Agenda Item #2 - Approval of Minutes:**

Bonnie Siegel made a motion to approve the minutes from the last meeting as written. Patrick Jauquet seconded it. The minutes were approved.

### **Agenda Item #3 - Report from State Long Term Care (LTC) Committee:**

In Julie Turkoske's absence, this agenda item was replaced by Don Daniels' review of the 2011 FSP Annual Plan Update and Data Information Forms. This review by the committee is a requirement of the State. With the committee's approval, these forms will be sent to the State.

### **Agenda Item #4 - UCP Update:**

Nichole Hunkins discussed the respite statistics for United Cerebral Palsy (UCP) in 2010. UCP offers respite to families of children who have a disability and who range in age from 0 - 18. Altogether, 18,000 hours of respite were funded; 3,200 of those were delivered to sixty-three (63) waiver participants and were paid with waiver funding. There are currently 26 families on the waitlist to receive respite through UCP. 25 children were discharged from the program due to turning 18, moving, losing contact, or opting out. 16 families were able to participate in the *Respitality* get-away program last year.

### **Agenda Item #5 - Education Segment – Parental Payment Limit (PPL) letter to families:**

Jennifer Carriveau, of the County's fiscal staff, appeared at the request of the committee to continue discussion of this issue that began at the last meeting. Jenny explained that the PPL letter that prompted the request for her attendance at the SSAC meeting had already been revised. Committee members made suggestions on additional changes to consider. Those suggestions included:

- Changing wording to lessen possible "panic" that first-wave FSP funding recipients could feel because of needing to produce a copy of their tax returns before they are able to complete them. Jennifer pointed out that the letter invites families to call if they have any questions/concerns. She stated that the wording is not meant to scare parents but to let them know that there will be charges and that they need to

turn in their information quickly. She also pointed out that PPL billing process has a built in lag time, with bills not being generated until after FSP funding is spent. This allows extra time for families to get the tax statements in before the bill is sent out. Families that have no income should call the number listed in the letter to discuss their situation.

- Checking the wording on the bills to see if it makes clear that it is for the FSP PPL. (Some families seem confused when they receive the bill about what it is.)
- Rearranging the wording in the letter, to simplify it for families and to place the most important information at the beginning of the letter.

Jennifer noted that the rate of PPL paperwork submission is higher for FSP and waiver families than it is for most other programs around the department, but that it is not 100%. She added that some parents prefer to pay their full assessed PPL rather than turn in the paperwork. That's fine to do.

A copy of the finalized version of the letter will be sent to committee members, but this topic will not be discussed further at the next meeting.

#### **Agenda Item #6 - Birth-to-Three (B-3) Update:**

Kate Wallenslager attended the meeting for Missy Kueht-Becker, who was unable to attend. Kate handed out 2010 statistics, which showed that the total number of kids served was down from the previous year but still matched the population growth for the County. B-3 sent out surveys to the approximate 400 families that they serve; only 30 returned the survey. They are working to find ways to get a better rate of return.

State DPI does not want children referred unless B-3 staff is sure that the child would be eligible; transition conferences should only be done for those families. B-3 staff struggles with the idea of making this determination.

History has dictated that a child remain in B-3 until 3 years of age. That is changing for kids who complete their goal before age 3. Ann Shurte stated that it might be clear that a family will not need transition services based on the individual needs.

The focus of the B-3 model is moving away from the clinical model to a team-based approach. The new method ("Primary Coaching Model") focuses on teaching parents about their child's daily routines so that the benefit of that knowledge is ongoing throughout the child's day. The case manager does the initial visit that is then reviewed by the team. Team members include an OT, PT, Speech Therapist, case manager, and the Early Education Consultant. The team, including the parents, decides which member will be the lead. This method has resulted in more children leaving the program sooner. Families can still choose the clinical model. If they do so, B-3 will include the clinician in the team process. So far, families seem to be happy with this new model. Some families have not liked the new methodology and have opted out of the program.

The decision of how many visits per month a family could receive depends on the individual child and is made in conversation with the parents. There is not maximum or minimum frequency of visitation.

When a child is in foster care, B-3 staff works with both the biological parents and the foster parents if they can.

**Agenda Item #7 - Election of Co-Chair:**

At the last meeting, Patrick Jauquet expressed a willingness to serve in the capacity of co-chairperson. Between that meeting and this one, Don Daniels sent a request for nominations to the committee members, with all committee members being encouraged to attend this meeting to vote. No other nominations were received. Ann Shurte officially nominated Patrick Jauquet. Tina Kasper seconded the motion. Patrick Jauquet was approved as co-chair. Co-chairs serve a two-year term. At the end of this year, Teri's term will end and a new co-chair will be sought.

**Agenda Item #8 - Agenda Items for Next Meeting:**

Committee members were encouraged to invite additional parents to attend future committee meetings. The following link was offered for interested parties to find meeting minutes and agenda:

<http://www.waukeshacounty.gov/posting/agenda/dateagenda.Asp?CommitteeNum=33&CommitteeName=Special+Services+Advisory+Committee>

The group identified interest in learning how the current budget struggles at the State level are likely to affect children with special needs. Nichole offered to invite Jim Hoegemeier, Executive Director from ARC Wisconsin, to attend the next meeting.

Other suggestions that remain for future meeting topics include:

- Planning another resource fair, inviting various providers to present information about what services they provide.
- Gaining updated information about the Children's Long Term Support Waivers
- Learning how schools support children with special needs
- Learning about the structure of C&F Division, and what services are offered
- Reviewing SSAC membership requirements and process.

Terri O'Grady made a motion to adjourn the meeting, with Patrick Jauquet seconding it. The meeting adjourned at 1:40 pm.

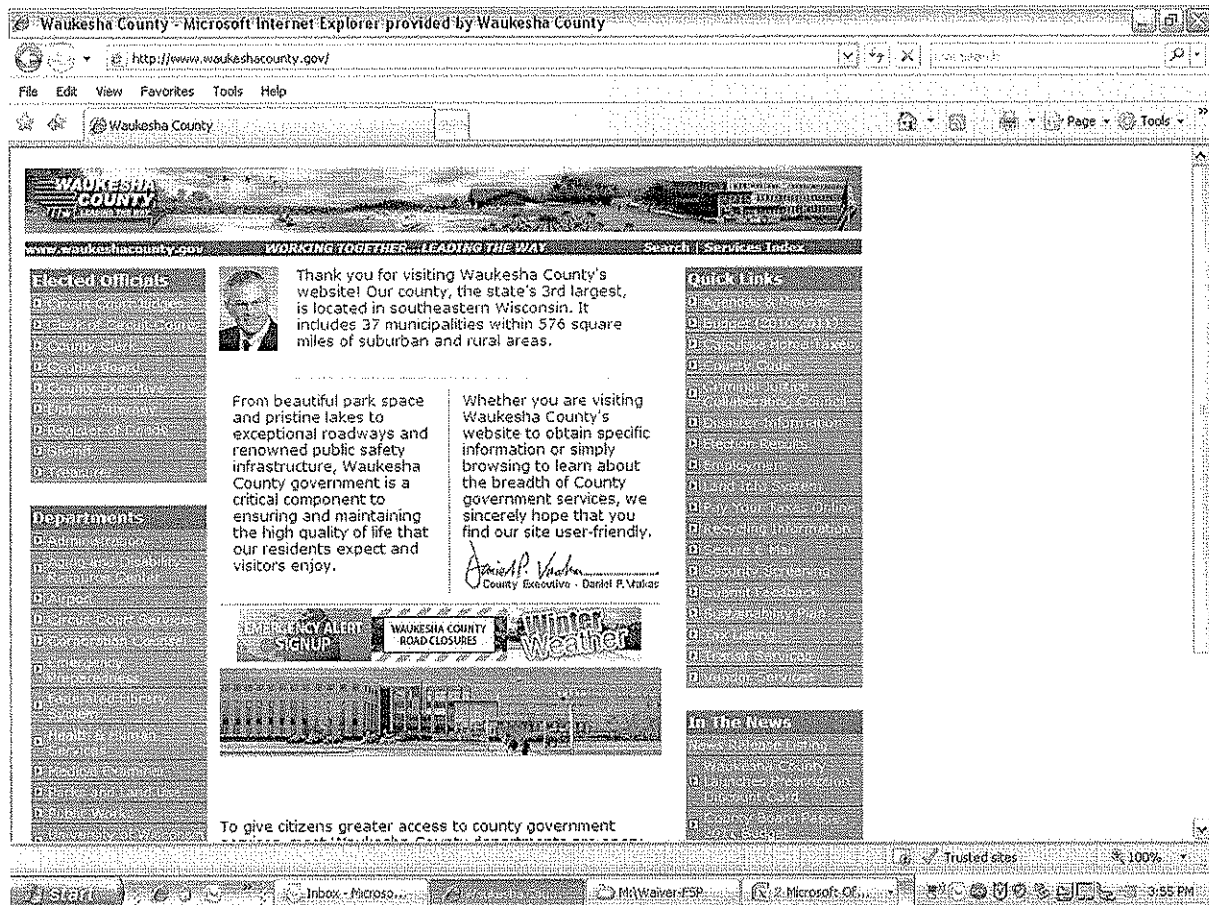
Respectfully submitted,

Jennifer Cera

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<b>County Board</b>		
County Board	James T. Dwyer	2/22/11 - 7:00 PM
<b>Board Committees</b>		
Executive Committee	James T. Dwyer	
Finance Committee	Pat Haukoht	
Health & Human Services Committee	Janel Brandtjen	
Judiciary and Law Enforcement Committee	Jean Tortomasi	
Land Use, Parks, and Environment Committee	Fritz Ruf	
Personnel Committee	Duane E. Paulson	
Public Works Committee	David W. Swan	
<b>Commissions, Committees and Boards</b>		
Aging Commission	Miriam Behselich	
Agriculture, Natural and Cultural Resources	James Siepmann	

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Police Protocols Committee	David Reid	
<b>Health and Human Services Committees and Boards</b>		
Aging and Disability Resource Center of Waukesha County Advisory Board	William Graham	3/03/11 - 9:30 AM
AODA Advisory Committee	Harlow Bielefeldt	
Child and Family Services	Diane Ripple	
Developmental Disabilities Advisory Committee	Dissolved 10-8-08	
Health & Human Services Board	Dennis Farrell	
HHS Board - Birth to 3 Advisory Committee	Tami & Dan Quiram	
Interagency Program for Intoxicated Drivers	Bernie Mangers	
Joint Advisory Committees	Dennis Farrell	
Joint Conference Committee - HHS Board	Michael O'Brien	
Mental Health Advisory Committee	Linda Cole	
Public Health Advisory Committee	Sue Konkell	
<b>Special Services Advisory Committee</b>	<b>Julie Turkoske</b>	
Workforce Development Board	John Heyer	
Workforce Development Committee	Don Rouse	
Workforce Development Executive Committee	John Heyer	
Workforce Development Joint Executive Committee	John Heyer	
Workforce Development Personnel Committee	John Heyer	
Workforce Development RWA Wired Steering	John Heyer	

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Waukesha County Agenda

Agenda Listing  
Special Services Advisory Committee

Below are a list of agendas that belong to the committee that you requested.

Key: =View Agenda, =View Approved Minutes

View	Date	Location
	2/17/11 @ 12:00 PM	Human Services Center - Brookfield Room
	11/18/10 @ 12:00 PM	Human Services Center - Brookfield Room
	09/16/10 @ 12:00 PM	Human Services Center - Brookfield Room
	05/20/2010 @ 12:00 PM	Human Services Center - Brookfield Room
	02/18/10 @ 12:00 PM	Human Services Center - Brookfield Room
	10/22/09 @ 1:00 PM	Human Services Center - Brookfield Room
	08/06/09 @ 1:00 PM	Human Services Center - Brookfield Room
	04/23/09 @ 1:00 PM	Human Services Center - Brookfield Room

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http://www.waukeshacounty.gov/posting/agenda/Committee/33/pdf/5608.pdf

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